

POLICY

It is the policy of the Michigan Department of Human Services Bureau of Juvenile Justice (BJJ) that tobacco products are not to be possessed in facility buildings or used on facility property, and the use and/or possession of alcohol, illegal or non-prescribed prescription drugs is prohibited on state property and in state vehicles.

PURPOSE

This policy ensures a safe and healthy environment for residents, staff, and visitors of the BJJ facilities.

DEFINITIONS

See JRG, JJ Residential Glossary.

**RESPONSIBLE
STAFF**

Designated in the facility standard operating procedure.

PROCEDURE

Each facility is required to develop and implement standard operating procedures (SOPs) relative to a tobacco and drug free workplace. At a minimum, these SOPs must contain the following requirements:

- Prohibits the use and/or possession of alcohol and illegal drugs:
 - In the facility or on the facility property.
 - In state vehicles.
 - During facility sponsored activities.
 - While a staff member is on-duty.
- Prohibits the possession of tobacco products within facility buildings.
- Prohibits the use of tobacco products:
 - In facility buildings.
 - On facility property.
 - In state vehicles.

- In private vehicles used for the purpose of transporting youths.
 - During facility sponsored events.
- Prohibits:
 - The use and/or possession of prescription medication by an individual that has not been prescribed the medication.
 - Individuals from using prescription medication in a manner other than as directed by the prescribing health professional.

AUTHORITY

Controlled Substances Act, 21 USC 812
Child Care Organizations Act, MCL 722.113b
Executive Order 1992-3
DHS Employee Handbook Department Work Rules